# Area509

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# Employment / Job Application

## PERSONAL INFORMATION

FULL NAME:_____DATE: _____

ADDRESS: _____

CITY:_____STATE:_____ZIP CODE: _____

E-MAIL:_____PHONE: _____

SOCIAL SECURITY NUMBER (SSN) ----------_____

DATE AVAILABLE: _____

DESIRED PAY: $_____ ☐ HOUR ☐ SALARY

POSITION APPLIED FOR: _____

EMPLOYMENT DESIRED: ☐ FULL-TIME ☐ PART-TIME ☐ SEASONAL

## EMPLOYMENT ELIGIBILITY

ARE YOU A U.S. CITIZEN? ☐ YES ☐ NO*

*IF NO, ARE YOU ALLOWED TO WORK IN THE U.S.? ☐ YES ☐ NO

HAVE YOU EVER WORKED FOR THIS EMPLOYER? ☐ YES* ☐ NO

*IF YES, WRITE THE START AND END DATES: _____

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ YES* ☐ NO

*IF YES, PLEASE EXPLAIN: _____

# EDUCATION

**HIGH SCHOOL**:_____CITY / STATE: _____

FROM:_____TO: _____

GRADUATE? ☐ YES ☐ NO

DIPLOMA: _____

**COLLEGE**:_____CITY / STATE: _____

FROM:_____TO: _____

GRADUATE? ☐ YES ☐ NO

DEGREE: _____

**OTHER**:_____CITY / STATE: _____

FROM:_____TO: _____

DEGREE: _____

**OTHER**:_____CITY / STATE: _____

FROM:_____TO: _____

# EMPLOYMENT HISTORY

**EMPLOYER #1**: _____

E-MAIL:_____PHONE: _____

ADDRESS: _____

CITY:_____STATE:_____ZIP CODE: _____

STARTING PAY: $_____☐ HOUR ☐ SALARY

ENDING PAY: $_____☐ HOUR ☐ SALARY

JOB TITLE:_____RESPONSIBILITIES: _____

STARTING DATE:_____ENDING DATE:_____

REASON FOR LEAVING: _____

**EMPLOYER #2**: _____

E-MAIL:_____PHONE: _____

ADDRESS: _____

CITY:_____STATE:_____ZIP CODE: _____

STARTING PAY: $_____☐ HOUR ☐ SALARY

ENDING PAY: $_____☐ HOUR ☐ SALARY

JOB TITLE:_____RESPONSIBILITIES: _____

STARTING DATE:_____ENDING DATE:_____

REASON FOR LEAVING: _____

## REFERENCES

**REFERENCE #1**:_____RELATIONSHIP: _____

COMPANY:_____TITLE:_____

E-MAIL:_____PHONE: _____

**REFERENCE #2**:_____RELATIONSHIP: _____

COMPANY:_____TITLE:_____

E-MAIL:_____PHONE: _____

## BACKGROUND CHECK CONSENT

**IF ASKED, ARE YOU WILLING TO CONSENT TO A BACKGROUND CHECK?** ☐ YES ☐ NO

## DISCLAIMER

Applicant understands that this is an Equal Opportunity Employer and committed to excellence through diversity. In order to ensure this application is acceptable, please print or type with the application being fully completed in order for it to be considered.

I, the Applicant, certify that my answers are true and honest to the best of my knowledge. If this application leads to my eventual employment, I understand that any false or misleading information in my application or interview may result in my employment being terminated.

**SIGNATURE**_____DATE: _____

**PRINT NAME** _____